Add Shortcut To Desktop

You can create a shortcut using the Context Menu's Send To > Desktop function. This is useful for creating shortcuts to programs and folders which are not already visible on the desktop. To use this feature, right click on a program or folder, then move the mouse pointer to Send To.

As you do this, notice that the highlighted option changes as you move the mouse up and down the menu. Hold the mouse over the Send To option until another pop-up menu displays, then left click on Desktop (create shortcut).